

CLAS Council
19 October 2021
2:00 p.m.
via Zoom

Present: Ayala, M., Aragon, R., Cradock, K., Pasko, B., Starr, C., Swift, S., Yan, J., Bond, G., Stokes, R. and M. Rizza

1. Core Staff – They did not meet this week. As a reminder, everyone must complete the online Title IX training by the end of the semester. (It takes longer than I thought it would.)
2. IR Updates Student Evaluation of Instruction – For complex reasons, the SEI that Faculty Senate had approved in March was modified and the 1-5 likert scale for questions about the instructor was modified to a 0-4 scale (with the neutral answer being treated as “0” as if it were no opinion or does not apply). This modified form was used for the first 8-week session. Once this problem was identified, it was requested that the form be implemented as originally voted on and approved by FS, without the unapproved change to the likert scale. As a result, they will use the corrected form (1-5 likert scale) for future administrations, including second 8-week and 16-week courses for this fall. Although the program IR uses cannot be recoded on the first 8-week courses, we still have the response data, so they will have to re-calibrate those responses (0 will return to 3; 3 will be 4; 4 will be 5) to the 1-5 likert system. However, this will be done in format other than EvalKit, since the software will not allow for recoding after the fact.
3. OER workshops are ongoing – first one is this Friday.
4. Transfer/Counselor Day is October 28th. Deans attend and they request faculty reps from select majors (with largest transfer numbers) in the 10:10 to 11:45 session in GSSC 116. SBL will reach out to those programs, and will try to organize in interest blocks.
5. There is a call out for **wintermester options**. *Please let me know if you have a course to include*. We usually offer 3 gen ed courses (Dec 14-Jan 7 this year, with grades due 1/10). They are usually rock and roll from CFA and then 2 courses from Social Sciences and Humanities in CLAS. I asked if a Global Diversity offering might be of interest for any students who needed to pick up a course but are already gen ed complete and they said that is also a possibility. Wintermester courses count as “fall”, so if the student has taken up to 15 credit hours in fall, this would be included in their 12-18hour FT tuition; otherwise they pay for the overload credits. (Withdrawals count in fall load.)
6. **Major Fest** will be Nov 16-17 @ GSSC terrace/patio. Bob Schneider will contact chairs with a reminder.
7. Remember that the **Open House** will be November 5th.
8. Jamie and John mentioned grant submissions and potential opportunities; reminded folks that demand is increasing for online grad programs, and we need to streamline application processes to remain competitive.
9. NFIP on Research Agendas this Saturday
10. Undergrad Catalog revisions this year
11. ER&R requests – think ahead. There is a chance we may be able to submit requests this year.
12. Virtual collaboration opportunities via PIC US-MX program. AHEA has opened access to InspirED platform.
13. **Please submit requests for recruitment funding, as announced two weeks ago.** Recruitment efforts are an **investment** in the one funding source we can impact – tuition dollars. As the state

reduces our budget, tuition dollars make up a bigger part of our funding and effective recruitment is the only way to improve that income without significantly raising tuition costs to students. We may shift focus to a message emphasizing starting or completing with us online, cost-effectiveness of our tuition rates for distance students, option to stay home in fall and keep moving forward with education (if they can't get a visa or if they are an in-state students whose parents are worried about sending them to a crowded campus).

14. For **Retention**, it is especially important to reach out to current students – but most especially new majors -- and engage them in the major and discipline-related student orgs through virtual strategies. Be creative! You could have faculty lecture series or reading, virtual games and events.
15. Resource faculty evals: remember that we need to do them after their first semester teaching for us, and then yearly after that. **For all faculty and staff evals, the policy book says you cannot discuss them with the employee without first discussing with second-level supervisor (prior to this it said Area Executive Administrator).**
16. Please emphasize the importance of checking and responding to emails in a timely manner, acting on student concerns promptly, and keeping folks in the loop up and down the chain (transparent communication for non-confidential matters). Due process is dependent on timely action. All communications to VP should go through chair and dean (director, if appropriate). Concerns should be resolved at the lowest level possible before going up the line. If you have policy questions, ask.
17. **Please provide search updates: for positions left unfilled or announced retirements.** Make sure that you are moving forward as quickly as feasible on searches. Ask faculty considering retirement to notify you ASAP so that the department can prioritize justification/approval process.
18. Please communicate to your faculty that if they represent CLAS on any committee, they need to report back to CLAS — preferably through their department chair to CLAS Council.
19. **Exit interviews and graduate tracking** –look ahead to coming year. **This may be key in the flagging study, too.** Also, for program review and assessment, template for tracking faculty accomplishments by program/department.
20. As may arise